

**OFFICE OF THE FIRST DEPUTY SUPERINTENDENT**  
**Notice #41006**

**24 August 2018**

**TO:** Eddie T. Johnson  
Superintendent of Police

Fred L. Waller  
Chief  
Bureau of Patrol

Melissa A. Staples  
Chief  
Bureau of Detectives

Noel Sanchez  
Chief  
Bureau of Organized Crime

Barbara J. West  
Chief  
Bureau of Organizational Development

Jonathan H. Lewin  
Chief  
Bureau of Technical Services

Keith A. Calloway  
Chief  
Bureau of Internal Affairs

**FROM:** Anthony J. Riccio  
First Deputy Superintendent

**INCIDENT**

**ACTION PLAN:** **Shut Down O'Hare Airport Traffic - Protest**

**It is the responsibility of each Bureau Chief to review this order and ensure ALL affected units within their bureau receive a copy of this order delineating their responsibilities.**

**DATE:** Monday, 03 September 2018

**TIME:** [REDACTED]

**LOCATION:** O'Hare Airport

**INCIDENT**

**COMMANDER:** **Deputy Chief Alfred Nagode, Car 43 will be in overall command of this detail.**

**DEPUTY  
INCIDENT**

**COMMANDERS:** Commander Salvador Avila, Car 43X  
Commander Thomas O'Brien, Car 7200

**EVENT**

**NUMBER:** **Any overtime connected with this detail will have the #122-1306 listed in box #6 on the overtime slip.**

**Chicago Police Department****ICS-202 Incident Objectives**

Incident Name:

**Shut Down O'Hare Airport Traffic - Protest, Notice# 41006**

Date Prepared:

20 August 2018

Time Prepared:

0900 hours

Operational Period:

**Monday, 03 September 2018,** [REDACTED]

General Control Objectives for the Incident (include alternatives):

1. Protect the health and welfare of the citizens of Chicago and event participants.
2. Ensure an orderly and safe event.
3. Monitor the event and maintain a constant state of situational awareness and operational readiness.
4. Ensure proper notification protocol is followed.
5. Provision of a safe environment for those wishing to lawfully express their First Amendment rights.
6. Provide for impartial enforcement of the law and appropriate respect and treatment of all residents and visitors to the City during the Control Plan.
7. Swift and strategic enforcement of the law against those engaged in criminal activity or attempting to disrupt lawful First Amendment activities.

Weather Forecast for period:

**85°** HI RealFeel® 89° Precipitation 25%

Clouds and sunshine, warm

**Personnel will be prepared in the event of inclement weather.**

General Safety Message:

1. Personnel will be cognizant of acts of violence directed towards police personnel.
2. Personnel will be aware of, report, and seek to mitigate any suspicious activity or suspicious packages.
3. Personnel will be aware of large crowds gathering and other crowd control related issues, particularly as they relate to public safety.
4. Personnel will be aware of, report, and seek to mitigate traffic congestion and pedestrian safety.
5. Personnel will be vigilant over possible medical emergencies and will facilitate safe access for emergency medical vehicles.
6. Personnel will be aware of, and prepared for adverse weather conditions.
7. Supervisors will monitor officers to ensure overall well-being.

## Attachments (mark if attached)

<input checked="" type="checkbox"/> ICS 203 Organization Assignment List	<input checked="" type="checkbox"/> Weather Forecast	<input checked="" type="checkbox"/> Phone List
<input type="checkbox"/> ICS-204 Sector/Group Assignment	<input type="checkbox"/> Facilities Listing	<input type="checkbox"/> Agency List
<input checked="" type="checkbox"/> ICS-213 General Message	<input type="checkbox"/> Incident Map	<input type="checkbox"/> OEMC attachment
<input checked="" type="checkbox"/> ICS-213 General Message Operations	<input type="checkbox"/>	<input type="checkbox"/> Streets and San attachment
<input checked="" type="checkbox"/> ICS-213 General Message Administration	<input type="checkbox"/>	<input type="checkbox"/>

**Chicago Police Department****ICS-203 Organization Assignment List**

Incident Name:	Date Prepared:	Time Prepared:
<b>Shut Down O'Hare Airport Traffic - Protest, Notice# 41006</b>	20 August 2018	0900 hours
Operational Period: Monday, 03 September 2018,		
<b>LAW ENFORCEMENT I.C. AND STAFF</b>		
Incident Commander	Deputy Chief Alfred Nagode, Car 43 [REDACTED]	
Deputy Incident Commander	Commander Salvador Avila, Car 43X [REDACTED]	
Deputy Incident Commander	Commander Thomas O'Brien, Car 7200 [REDACTED]	
Information Officer	Director Anthony J. Guglielmi, Car 3D [REDACTED]	
Liaison Officer	Commanding Officer Lt. Jill M. Stevens, Call 4S [REDACTED]	

**Finance Section**

Finance Section Chief	Deputy Chief Susie Park, Car 82
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**Agency Representative Contact List**

Agency	Name	Contact Number
CPD – Incident Commander	Deputy Chief Alfred Nagode	[REDACTED]
CPD – Deputy Incident Commander	Commander Salvador Avila	[REDACTED]
CPD – Deputy Incident Commander	Commander Thomas O'Brien	[REDACTED]
CPD – 016 <sup>th</sup> District	Commander William Looney	[REDACTED]
CPD – Videographer	Commander Joseph P. Murphy	[REDACTED]
CPD – Public Transportation Section	Commander Cindy Sam	[REDACTED]
CPD – Central Detention	Commanding Officer Lt. Kevin Hannigan	[REDACTED]
CPD – Special Events	Commanding Officer Lt. Jill M. Stevens	[REDACTED]
CPD – Marine/Helicopter Unit	Commanding Officer Lieutenant Paul Mack	[REDACTED]
CPD – Traffic Section	Commanding Officer Lieutenant Misael Ramirez	[REDACTED]
CPD – Fleet Liaison/ General Support	Commanding Officer Lieutenant Roy Isakson	[REDACTED]
CPD – SWAT	Sergeant John Hroma	[REDACTED]
CPD – Legal Affairs	General Counsel Charise Valente	[REDACTED]
CPD – Legal Affairs	Sergeant Joe Bird	[REDACTED]
	Police Officer Ryan Nelligan	[REDACTED]
CPD – Area North Bike Unit	Sergeant Francisca Vergara	[REDACTED]
CPD – Community Engagement	Director Glen Brooks	[REDACTED]
CPD – CPIC	Office	[REDACTED]
CPD – Command Van	Sergeant John Porter	[REDACTED]
CPD – OEMC Liaison	Commander Elias Voulgaris	[REDACTED]
CFD – Special Events	Deputy District Chief Bill Gierhahn	[REDACTED]
OEMC – Emergency Management	Rich Guidice	[REDACTED]
ISP Contact	Major David Byrd - Region Commander	[REDACTED]
Park Ridge Police Department	Deputy Chief Duane Mellena	[REDACTED]
Rosemont Police Department	Deputy Chief Kevin Kukulka	[REDACTED]
ILEAS - IL Law Enforcement Alarm System	Pete Smith	[REDACTED]
Streets and Sanitation	Louie Scalise	[REDACTED]

Incident Name: <b>Shut Down O'Hare Airport Traffic - Protest , Notice #41006</b>	Date Prepared: <b>20 August 2018</b>	Time Prepared: <b>0900 hours</b>
Operational Period: <b>Monday, 03 September 2018</b>		

## EVENT

**OVERVIEW:** The protest is to call attention to Chicago violence, CPD interactions in the community, and lack of economic opportunity on the South and West sides of Chicago. The organizer of this protest plans to disrupt Memorial Day traffic to and from O'Hare Airport on the Kennedy Expressway. At approximately 1100-1200 hours participants are expected to assemble at the North Cumberland ramp and attempt to march to the River Road exit. Illinois State Police are responsible for the Kennedy Expressway. Buses of participants are dropping off at the Mariano's parking lot, Cumberland Ave. and Higgins Rd.

## INCIDENT

**COMMANDER:** **Deputy Chief Alfred Nagode, Car 43**

## DEPUTY

## INCIDENT

**COMMANDERS:** **Commander Salvador Avila, Car 43X**  
**Commander Thomas O'Brien, Car 7200**

In the event of a major incident in which the Chicago Police Department **WILL NOT** be in overall command (i.e. CFD for a major fire or Haz-Mat situation), the highest ranking Chicago Police Supervisor on-scene of the incident will ensure that the Incident Command Post is identified, and the appropriate level of decision making police supervision is assigned to participate in the **Unified Command**.

**RADIO ZONE:** All communications connected with this detail will be via [REDACTED]

**RADIOS:** All on duty personnel assigned to this detail will equip themselves with a radio from their unit of assignment. PPO's will receive a radio at roll call.

**UNIFORM:** All personnel assigned to this detail, unless otherwise directed within this order, will wear the regulation field uniform of the day as described in Department Directive, Uniform & Property, U04-01, entitled "Personal Appearance, Uniform/Citizen's Dress and Equipment," including traffic safety vest and flashlight. There will be a stringent uniform inspection. **Personnel will be prepared in the event of inclement weather. Personnel will have helmet and baton readily accessible. Personnel will wear their traffic safety vest.**

**SUSPICIOUS/  
UNATTENDED  
PACKAGES:**  
[REDACTED]

**EVENT NUMBER:** Any overtime connected with this detail will have the #122-1306 listed in box #6 on the overtime slip.

**Shut Down O'Hare Airport Traffic - Protest, Notice #41006**

**MEDICAL**

**EMERGENCIES:** In case of emergency, the following hospital will be utilized unless the Chicago Fire Department determines otherwise:



**COOLING BUSES:** CTA will provide two (2) cooling buses at the CTA Cumberland Station turnaround.

**ARREST ACTIVITY:**

The Incident Commander will ensure that immediately at the conclusion of this event, a summary of arrest activity is emailed to Special Events at [special.events@chicagopolice.org](mailto:special.events@chicagopolice.org). This summary will include Personal Issue Citations, Parking Citations, Administrative Notice of Violations, Non-Traffic Citations and physical arrests. All activity involving arrests is to be categorized as follows: male, female, adult, juvenile, felony and misdemeanor.

**MASS ARREST PROCEDURES:**

Mass Arrests will be conducted in accordance with S.O. 06-06.

**PROCESSING CENTERS:**

In the event of mass arrests, kits will be available at O'Hare, prisoners will be transported to the 016<sup>th</sup> District, 5151 N. Milwaukee Ave. for processing. If the 016th District is at capacity then the lockup in the 025<sup>th</sup> District, 555 W. Grand Ave., will be utilized.

**CFD:**

Commander,

incident

**ILLINOIS STATE POLICE:**



**UNIFIED COMMAND POST:**



**UNIFIED BRIEFING:**



**Shut Down O'Hare Airport Traffic - Protest, Notice #41006**

**MEDIA**

**PARKING:**



**ASSEMBLY/  
CROWD  
MANAGEMENT**

**POINTS:**

If participants choose to hold a rally/assembly they may safely do so within sight and sound of the airport at the below listed locations:

1. Upper-Level Departures between Terminals 1 and 2.
2. The Memorial Wall past the A/B Bridge in Domestic Flights before Terminal 1.
3. The grass area next to Mariano's grocery store, Cumberland Ave. and Higgins Rd.

**Shut Down O'Hare Airport Traffic - Protest , Notice #41006****Chicago Police Department****ICS-General Message**

Incident Name: <b>Shut Down O'Hare Airport Traffic - Protest , Notice #41006</b>	Date Prepared: <b>20 August 2018</b>	Time Prepared: <b>0800 hours</b>
Operational Period: <b>Monday, 03 September 2018, [REDACTED] – TBD hours</b>		

**Message:**

Supervisors will complete an ICS 211 – Incident Check In Log listing all personnel and their assignments following roll call. The ICS 211 Check-In logs must indicate the actual start time, end time, and specific manpower assigned to this event. This document is available through Resources and Forms on the Special Events and Liaison Unit Webpage. Supervisors will be held strictly accountable for the actions of the officers under their control on this detail.

**OFFICE OF THE SUPERINTENDENT****BUREAU OF INTERNAL AFFAIRS:**

The Chief of the Bureau of Internal Affairs will assign [REDACTED] to assist with this detail in the event of a Mass Arrest situation. The team will report with a radio to the Incident Commander, Deputy Chief Alfred Nagode, Car 43, at [REDACTED] roll call and inspection at [REDACTED]

**Start Time:** [REDACTED]**Roll Call:** [REDACTED]**OFFICE OF LEGAL AFFAIRS:**

The General Counsel will assign [REDACTED] legal officers from Legal Affairs. The assigned Legal Officers will report with a radio to the Incident Commander Deputy Chief Alfred Nagode, Car 43, at [REDACTED]

Legal Officer II / Sergeant Joe Bird

Legal Officer I / P.O. Ryan Nelligan

**Start Time:** [REDACTED]**Roll Call:** [REDACTED]**OFFICE OF**

**COMMUNICATIONS:** The Director of the Office of Communications will assign personnel to this detail. Assigned personnel will report with a radio to the Incident Commander Deputy Chief Alfred Nagode, Car 43, at [REDACTED]

**Start Time:** [REDACTED]**Roll Call:** [REDACTED]**BUREAU OF PATROL****INCIDENT CONTROL TEAMS:**

In accordance with B.O.P.S.O. #18-07, every district will have an Incident Control Team identified for this event. If necessary for assignment, districts will be notified by the Incident Commander or CPIC with reporting details.

**016<sup>th</sup> DISTRICT:**

The Commander of the 016<sup>th</sup> District will assign adequate Police Officers in marked squad cars to enforce any illegal parking of all participants including media trucks [REDACTED]

**BUREAU OF PATROL (cont'd)**

016<sup>th</sup> DISTRICT  
Cont'd:

**Tactical Teams:** The District Commander will assign [REDACTED] Tactical Team members to report in uniform and with a radio to this detail. The teams will consist of [REDACTED]

Personnel will report to the Incident Commander Deputy Chief, Alfred Nagode, Car 43, at [REDACTED]

Start Time: [REDACTED]

Roll Call: [REDACTED]

CENTRAL  
DETENTION:

The Commanding Officer will assign [REDACTED] equipped with Mass Arrest Kits to this event. [REDACTED] will report to O'Hare Airport at a location TBD by the Incident Commander at [REDACTED]

1. [REDACTED]
2. Terminal designated by the Incident Commander

DISTRICT  
TACTICAL  
TEAMS:

The District Commanders of the following Area North Districts: 014, 017, 019, 020 and 024 will assign [REDACTED] Tactical Team to this event. Each team will consist of one [REDACTED] Personnel will report to the Incident Commander Deputy Chief, Alfred Nagode, Car 43, at [REDACTED]

Start Time: [REDACTED]

Roll Call: [REDACTED]

DISTRICT  
TACTICAL  
RADIO  
ALERT TEAMS:

The District Commanders of the following Area Central and Area North Districts: 025, 015, 011, 012, and 018 will ensure that [REDACTED] Tactical Teams [REDACTED] will report to their unit of assignment in uniform and on radio alert. Districts will be called out in the following order if needed: 025, 015, 011, 012, and 018.

AREA CENTRAL  
DEPUTY CHIEF:

The Deputy Chief of Area Central will ensure the following resources are assigned to this event.

[REDACTED] The Deputy Chief of Area Central will assign [REDACTED] Teams to this event. Personnel will report in uniform and with a radio to the Incident Commander Deputy Chief, Alfred Nagode, Car 43, at [REDACTED]

Start Time: [REDACTED]

Roll Call: [REDACTED]

**Shut Down O'Hare Airport Traffic - Protest , Notice #41006**  
**Chicago Police Department**

**ICS-General Message**

**BUREAU OF PATROL (cont'd)**

**AREA NORTH**

**DEPUTY CHIEF:** The Deputy Chief of Area North will ensure the following resources are assigned to this event:

[REDACTED] The Deputy Chief of Area North will assign [REDACTED] teams to this event. Personnel will report in uniform and with a radio to the Incident Commander Deputy Chief Alfred Nagode, Car 43, at [REDACTED]

**Start Time:** [REDACTED]

**Roll Call:** [REDACTED]

**Bicycle Patrol Unit:** The Deputy Chief of Area North will assign [REDACTED] personnel to this event. Personnel will report in uniform and with a radio to the Incident Commander Deputy Chief Alfred Nagode, Car 43, at [REDACTED]

**BICYCLE  
TRAINED  
PPOS:**

The Commanders from 011, 014, 015, 017, 019, 024 and 025 will assign the bicycle trained [REDACTED] to this event on Monday, 03 September 2018.

LAST	FIRST	MI	EMPL #	STAR	DTL
CABRALES	AURELIO		[REDACTED]	11119	011
ECHAGUE	ALLAN	K	[REDACTED]	9747	014
SALATA	MARY	R	[REDACTED]	19285	015
YU	DANNY	T	[REDACTED]	6780	017
ROBEN	MATTHEW	D	[REDACTED]	11742	019
CAPELLO	NICKOLAS	M	[REDACTED]	9030	019
CAMPOS	JULIO	C	[REDACTED]	12464	024
DANOWSKI	LUKASZ	J	[REDACTED]	6822	024
PROKOPIUK	MARCIN	R	[REDACTED]	16524	025
GREEN	LOUIS	J	[REDACTED]	9311	025

Bicycle trained [REDACTED] will report to the Incident Commander Deputy Chief Alfred Nagode, Car 43, at [REDACTED] roll call and inspection at [REDACTED]

**Start Time:** [REDACTED]

**Roll Call:** [REDACTED]

[REDACTED] Bicycles will be delivered to the [REDACTED] from Area Central Bicycle Patrol Unit [REDACTED] Arrangements will be coordinated by Sergeant Jaime Sosa, Bureau of Patrol. Sergeant Francisca Vergara, Call #4385, will ensure the bicycles area delivered to the roll call location.

SPECIAL  
FUNCTIONS  
DIVISION:

BUREAU OF PATROL (cont'd)

The Deputy Chief will ensure the following resources are assigned to this event:

**AIRPORT SECTION:** The Commander will assign [REDACTED] Tactical Teams and Foot Personnel at the terminals. Airport Canine Teams will be utilized for suspicious packages at the event. Reporting time and location will be coordinated with the Incident Commander.

**BOMB SQUAD UNIT:** The Commanding Officer will assign [REDACTED] to the event to assist with suspicious packages. Reporting time and location will be coordinated with the Incident Commander.

**SWAT:** The Commanding Officer will assign [REDACTED] to be on site for this event. Specific locations will be determined by the Incident Commander via communication on [REDACTED]

**TRAFFIC SECTION:** The Commanding Officer of the Traffic Unit will assign [REDACTED] Officers with Marked Squad Cars to assist State Police at I-90 ramps in and out of O'Hare Airport. Traffic Officers will pay special attention to any pedestrian traffic during this event and will mirror Illinois State Police. Reporting time and location will be coordinated with the Incident Commander. Depending on the geographic location of an arrest occurring on the roadway, Chicago Police will handle arrest occurring West of Mannheim Road. All other arrest will be handled by State Police.

**HELICOPTOR UNIT:** The Commanding Officer of the Helicopter Operations Unit will provide visibility and aerial support by [REDACTED] specifically but not limited to, traffic conditions in the area of the protest.

**PUBLIC TRANSPORTATION SECTION:** The Commander of the Public Transportation Section will monitor and assign personnel for the Public Transportation sites affected by this event. Specifically [REDACTED]

FORENSIC  
SERVICES  
DIVISION:

BUREAU OF DETECTIVES

The Commander will assign [REDACTED] to this detail. Assigned personnel will report to the Incident Commander Deputy Chief Alfred Nagode, Car 43, at O'Hare Airport at a location TBD by the Incident Commander at [REDACTED] for assignment.

[REDACTED] will be paired with the Incident Commander.

[REDACTED] will move with the crowd.

**BUREAU OF DETECTIVES (Cont'd)**

**BUREAU OF  
DETECTIVES:**

The Chief will assign the following Bureau of Detectives Division personnel from Area North to report to the below listed locations at [REDACTED] for the purpose of handling mass arrests:

5151 N. Milwaukee Ave [REDACTED]

5555 W. Grand Ave: [REDACTED]

Upon the arrival at the above locations the Sergeants will check in with the Incident Commander Deputy Chief Alfred Nagode, Car 43 via [REDACTED]

**BUREAU OF TECHNICAL SERVICES**

**GENERAL  
SUPPORT  
DIVISION:**

The Commanding Officer of General Support Division will supply approximately [REDACTED] The Commanding Officer will coordinate pick up with Deputy Chief Alfred Nagode's office no later than [REDACTED]

**INFORMATION  
SERVICES  
DIVISION:**

The Chief of Bureau of Technical Services will ensure that O.E.M.C radio shop delivers [REDACTED] and are made available for use on this detail. The radios will be delivered to a location TBD at O'Hare Airport on [REDACTED] Radios can be [REDACTED] Times can be arranged with the appropriate Watch Operations Lieutenant at [REDACTED]

The Chief of Bureau of Technical Services will ensure that O.E.M.C radio shop delivers an additional [REDACTED] and are made available for use on this detail. The radios will be delivered to a location TBD by Area North Bicycle Patrol Unit, Sergeant Francisca Vergara, Call #4385 on [REDACTED] Times can be arranged with Sergeant Vergara at [REDACTED] These radios will be utilized by the Bicycle Trained PPOs.

Approved By: Commanding Officer Jill M. Stevens

Incident Name: Shut Down O'Hare Airport Traffic - Protest , Notice #41006

Branch: Law Enforcement | Special Event # 122-1306

Operational Period: Monday, 03 September 2018, [REDACTED]

**OPERATIONS PERSONNEL**

Incident Commander:	Deputy Chief Alfred Nagode, Car 43		
Deputy I/Cs	Commander Salvador Avila, Car 43X Commander Thomas O'Brien, Car 7200		
Strike Team/Task Force/ Single Resource	Leader	Number Persons	Assignment
Internal Affairs Division	[REDACTED]	[REDACTED]	Prisoner Processing with the Prisoner Vans
Legal Affairs	[REDACTED]	[REDACTED]	On- Site at the discretion of the Incident Commander
News Affairs - Office of Communications	Sufficient	[REDACTED]	On-Site
Forensic Services Division	[REDACTED]	[REDACTED]	On-Site
Traffic Unit	[REDACTED]	[REDACTED]	At the discretion of the Incident Commander
Helicopter Unit	[REDACTED]	[REDACTED]	[REDACTED]
SWAT: CUT Team	[REDACTED]	[REDACTED]	On-Site at the discretion of the Incident Commander
O'Hare Airport Unit	[REDACTED]	[REDACTED]	At the discretion of the Incident Commander
Bomb Squad	[REDACTED]	[REDACTED]	At the discretion of the Incident Commander
016 <sup>TH</sup> District	[REDACTED]	[REDACTED]	[REDACTED]
016 <sup>TH</sup> District Tactical Team	[REDACTED]	[REDACTED]	[REDACTED]
Area North District Tactical Teams: 014, 017, 019, 020, and 024	[REDACTED]	[REDACTED]	At the discretion of the Incident Commander
Area Central and Area North District Tactical Teams: 025, 015, 011, 012 and 018	[REDACTED]	[REDACTED]	[REDACTED]
Area North SAT/GANG/GUN	[REDACTED]	[REDACTED]	At the discretion of the Incident Commander
Area North Bicycle Patrol Unit	[REDACTED]	[REDACTED]	At the discretion of the Incident Commander
Area Central SAT/GANG/GUN	[REDACTED]	[REDACTED]	At the discretion of the Incident Commander
Trained PPOs	[REDACTED]	[REDACTED]	At the discretion of the Incident Commander
Detective Division	[REDACTED]	[REDACTED]	[REDACTED]
Central Detention	[REDACTED]	[REDACTED]	On Site
Public Transportation Section	Sufficient	[REDACTED]	[REDACTED]
Control Operations:	Ensure the safety of participants and bystanders. Be cognizant of any First Amendment issues that may arise. Personnel will have their helmet and baton readily available and accessible. Personnel will wear their traffic safety vest.		
Special Instruction:	Resources will be determined by the Incident Commander based on need		
Command	Handi-Talkie Repeater	Frequency	System
Tactical	Handi-Talkie	[REDACTED]	Channel
			Logistics
			Handi-Talkie Repeater
			Frequency
			System
			Channel
			[REDACTED]
			Ground to Air

**Chicago Police Department**  
**Shut Down O'Hare Airport Traffic - Protest**

**Incident Action Plan**  
**Notice #41006**

*Signature Page*

**REQUIRED  
REPORTS:**

Assigned Sergeant(s) **must** complete an ICS 211 Incident Check-in Log for their assigned personnel. These logs will be submitted to the Incident Commander at the completion of the tour. This document is available through Resources and Forms on the Special Events and Liaison Unit Webpage. The ICS 211 Incident Check-in Log(s) will indicate the actual hours and specific manpower assigned to this event. The Incident Commander will ensure the form is properly completed and emailed to the Special Events and Liaison Unit, at [Special.events@chicagopolice.org](mailto:Special.events@chicagopolice.org) upon the conclusion of this detail.

The Incident Commander **must** submit a **Special Events Evaluation Report** (CPD 11.466) within 10 days of the conclusion of this event. This document is available through Resources and Forms on the Special Events and Liaison Unit Webpage.

All Supervisory personnel assigned to this detail, observing an operation or assignment that will be beneficial to future events, **may** submit a Special Events Evaluation Report (CPD 11.466) with their recommendations.

These reports will be forwarded to:  
Jill M. Stevens  
Special Events and Liaison Unit  
Unit 136 / 4th Fl. NE



Anthony J. Fuccio  
First Deputy Superintendent

AJR/JMS/agd

**SPECIAL EVENT EVALUATION REPORT / CHICAGO POLICE DEPARTMENT**

PREPARE IN DUPLICATE

NAME OF EVENT	LOCATION		DISTRICT			
DATE & TIME OF EVENT	TIME OF POLICE DETAIL		TOTAL			
FROM                    HRS            TO	HRS	BEGAN	HRS	ENDED	HRS	HOURS
EVENT SPONSOR (NAME, ADDRESS & PHONE NO.)						

SPONSOR'S REPRESENTATIVE (NAME, ADDRESS & PHONE NO.)

PERMIT NO	EXPECTED ATTENDANCE			POLICE ESTIMATE			
GROUPS INVOLVED				GROUPS PREDOMINANTLY			
TOTAL NO OF POLICE	DEPUTY CHIEFS	CAPTAINS	LIEUTENANTS	SERGEANTS	<input type="checkbox"/> ADULT <input type="checkbox"/> MINOR FOOT POLICE OFFICERS		
3 AW MC	SQUADS		SQUADRONS	CIV. DRESS	MALE <input type="checkbox"/> FEMALE <input type="checkbox"/>		
	1 MAN	2 MAN		YOUTH OFF	OTHER		
TOTAL MAN HOURS	WEATHER CONDITIONS			(OTHER)	ARRANGEMENTS SATISFACTORY		
	<input type="checkbox"/> RAIN	<input type="checkbox"/> SNOW	<input type="checkbox"/> CLEAR	<input type="checkbox"/> CLOUDY	<input type="checkbox"/> WARM	<input type="checkbox"/> COLD	<input type="checkbox"/> YES <input type="checkbox"/> NO

EVALUATE THE COVERAGE OF THIS EVENT, AND GIVE RECOMMENDATIONS, IF ANY.

OFFICER IN CHARGE OF DETAIL (NAME)			REPORTING OFFICER (NAME)		
RANK	STAR NO	DISTRICT	RANK	STAR NO	DISTRICT

**Chicago Police Department****ICS-211 Incident Check-In**

Incident Name:	Date Prepared:	Time Prepared:		
Operational Period:  Incident Commander:				
Name (Last, First, M.I.)	Star #	Unit of Assignment	Time-In	Time-Out
1.				Miscellaneous
2.				
3.				
4.				
5.				
6.				
7.				
8.				
9.				
10.				
Prepared by (Supervisor):				Signature: